

## **Terms of Reference - Working Groups**

### **All-Party Working Group on the City Centre**

- Act as a reference panel for the wider development and regeneration of city centre;
- Collectively identify opportunities and challenges and prioritise actions, partnership working and investment opportunities which may be subsequently brought forward via the Councils Committee processes;
- Consider the city-centre dimension of key strategic plans and projects such as the Belfast Agenda, A Bolder Vision, cultural strategy, tourism plan etc – including developing a sustainable and inclusive city centre which will attract a residential population, retain and attract talent and inclusive investment;
- Consider the Clean Green Inclusive and Safe Action Plan;
- Consider the future of the city centre’s nightlife and the immediate challenges posed in the city between 6pm and 6am in collaboration with relevant partners to drive forward a vibrant, diverse and sustainable nightlife to support the objectives of the Belfast Agenda. including encouraging city centre living and creating a vibrant, well – connected environment for people to enjoy;
- Take an innovative, evidence-based approach to providing advice to inform and enhance, interventions, delivery of services, projects and plans;
- Consider city-centre issues as referred by relevant Council committees;
- Participate in and facilitate engagement and communications activities associated with connected communities;
- Promote city centre knowledge and understanding;
- Build trust and strengthen relationships with external agencies/stakeholders, residents, community representatives and the wider communities, businesses, development community to deliver improved Council services;
- Collate and consider best practice from other cities and local authorities from the UK, Ireland and internationally; and
- Whilst not having a decision-making function, it will make recommendations and report to the City Growth and Regeneration (CG&R) Committee, People and Communities Committee and the Strategic Policy and Resources (SP&R) Committee on a regular basis through reports and minutes of meetings.

### **Castle, Cavehill, Zoo and North Foreshore Steering Group**

The Castle, Cavehill, Zoo and North Foreshore Steering Group will oversee and coordinate the developments in the wider area.

The CCZNFS Steering Group seeks to provide a vision for the future of the Hills, the Castle, the Zoo and the North Foreshore and will be based on the following key principles:

- sustainable development
- cohesive planning approach
- conservation of ecosystem and biodiversity
- innovative approach to development

The CCZNFS Steering Group is being established to ensure the co-ordination of activities and support from key stakeholders. The group will ensure that key opportunities for all developments in these areas are maximised and coordinated.

The purpose of the CCZNFS Steering Group is to ensure that the potential of these Council's key assets is maximised.

The CCZNFS Steering Group will coordinate the activities of the individual stakeholders and will support officers identifying priorities in going forward. Key responsibilities of the group are:

- To provide cross-party strategic leadership
- Political oversight for the development and implementation of the Council's plans and strategies for these areas
- Influencing and contributing to the wider considerations of implications of the developments in the different areas
- To take account of the Council's statutory responsibilities on sustainable development and further relevant Council commitments
- To consider good practice from other cities and local authorities from the UK, Ireland and internally and guide the developments in the areas
- Continuous monitoring of progress
- Identifying any actions the Council may take to mitigate any adverse impacts arising on the developments and capitalising on any opportunities that may arise
- To work collaboratively with other authorities and organisations to avail of funding opportunities and deal with strategic issues and challenges to the benefits of the citizens of Belfast

### **Community Planning Working Group**

Specifically, the All-Party Working Group will:

- Provide recommendations on the strategic direction and political input to the community planning process within Belfast.
- Act as a reference panel in the wider development of the Council's community planning function.
- Consider actions and interventions which the Council may wish to propose to the Community Planning Partnership to contribute to the vision and outcomes set out in the community plan.
- Enable elected members to receive regular updates on the progress of the Delivery Boards, who drive the implementation of programmes and projects that seek to realise the vision and outcomes of the community plan.
- Ensure that elected members within Parties are keep informed on community planning activity and relevant programmes of work.
- Champion a cohesive approach within the Council to Community Planning.
- Develop and maintain expertise in the field of community planning.
- Collate and consider best practice from other cities and local authorities from the UK, Ireland and internationally.

- Make recommendations for the continuous improvement of the community planning function.
- Whilst not having a decision-making function, it will make recommendations and report to the Strategic Policy and Resources Committee on a regular basis through reports and minutes of meetings. All significant decisions affecting the future direction of Community Planning in Belfast will be taken by the Strategic Policy and Resources Committee.

### **Disability Working Group**

The Disability Working Group Terms of Reference are:

- to provide elected Members with a forum to discuss how to promote positive attitudes towards disabled people, and encourage their participation in public life across the Council;
- to monitor the delivery of the commitments set out in the Disability Action Plan;
- to support the development of a Disability Strategy;
- to report on progress or make recommendations to the Strategic Policy & Resources Committee on a regular basis through reports and minutes of meetings.

### **Membership**

- All political party groupings should be represented.
- Each political party grouping should have one representative.

### **Ways of Working**

- The Working Group will decide on arrangements for chairing the meetings.
- The Working Group will meet quarterly or as required.

### **Governance**

The Working Group will be supported by staff within the Council's Legal & Civic Services Department. The Working Group does not have decision-making powers. Its recommendations, as set out in the minutes of its meetings, will be reported to the Strategic Policy and Resources to adopt, amend or reject the recommendation of the Working Group.

### **Installations – City Hall/City Hall Grounds Working Group**

Purpose Statement

- To ensure Belfast City Hall<sup>1(1)</sup> and its grounds are a good and harmonious environment for those who visit and work in the building, while reflecting both the diverse identities of its users and the functions served by the City Hall, whilst acknowledging its prominent role in the civic life and history of Belfast. This is in line

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<sup>1</sup> NB use of wording City Hall includes reference to both City Hall building and by extension the grounds of City Hall

with the recommendations of the EQIA 'Belfast City Hall: Promoting a Good and Harmonious Environment

- The underpinning principles being that Council should move towards more balanced and inclusive displays in City Hall and by nature of the EQIA City Hall grounds and that these should be:
  - Welcoming
  - Attractive
  - Interesting
  - Representative of the history and heritage of Belfast
  - Representative of the diversity of the City

The purpose of the Working Group is to:

- Consider and provide recommendations relating to City Hall and its grounds ensuring these are reflective of the principles set out in the EQIA whilst ensuring compliance with City Hall's status as a Grade 1 Listed Building
- Make recommendations on any additionality<sup>2[2]</sup> and give assurances to Strategic Policy and Resources Committee with regard to City Hall and its grounds
- Take cognisance of any similar works/plans throughout the City to ensure complementarity

#### **Role of the City Hall Working Group:**

1. Provide input on, and endorsement of, any additionality to City Hall and its grounds, to ensure these align with the EQIA 'Belfast City Hall: Promoting a Good and Harmonious Environment and corporate priorities/objectives
2. Consider and provide recommendations on any additionality to City Hall, including the escalation of issues to Strategic Policy & Resources Committee.
3. Review and consider outstanding Notices of Motion in relation to installation of stained glass windows in City Hall with a view to taking these forward
4. Take forward the procurement, design and installation of additional statues in City Hall grounds
5. Take forward the installation of the Carson tile

#### **Language Strategy Working Group**

The Language Strategy Member Working Group Terms of Reference will be:

- to provide elected members with a forum to discuss the impact of the languages in the Strategy across the above areas of work;
- to support the development of action plans in relation to the Language Strategy;
- to seek updates and monitor the delivery of work emanating from the action plans;

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<sup>2</sup> NB additionality includes, statutes, stained glass windows, municipal arc and any other memorabilia

- to oversee the investigation of emerging policy development in relation to the Language Strategy; and
- to report on progress to the Strategic Policy and Resources Committee on a regular basis through reports and minutes of meetings

### Membership

- All political party groupings should be represented
- Each political party grouping should have one representative

### Ways of Working

- The Working Group will decide on arrangements for chairing the meetings.
- The Working Group will meet quarterly or as required

### Governance

The Working Group will not have decision-making powers. The minutes of its meetings will be reported to the Strategic Policy and Resources Committee.

### **Social Policy Working Group**

- To identify the communities / priority groups across the city that the Council and its partners will focus on. Setting an agreed framework for action that will flow through council investment and priorities;
- To develop the City Charter overseeing its design and delivery across the City;
- To oversee the creation of a robust and ambitious approach for the integration of social value through the Council's procurement processes, with consideration given to financial affordability, legal implications and the maximisation of impact;
- To develop a Social Value Procurement Framework aligned to the ambitions of the Council through the Belfast Agenda and Inclusive Growth Strategy;
- To move the Community Wealth Building agenda forwards, working with City Partners (anchor institutions) with an initial focus on procurement and commissioning;
- To build capacity and understanding across the Council and City partners on the benefits that a community wealth building approach can bring to a city and its region'
- To collate and consider good practice from other cities and local authorities from the UK, Ireland and internationally;
- To consider other actions, interventions which the Council may wish to take to build the city's economic and social resilience;

- To influence and contribute to regional considerations required to support the council's ambitions, including exploring opportunities for funding from external sources;
- To support the approval of policies and practices through council channels, engagement with external stakeholders and public consultation;
- To approve and monitor delivery of an implementation plan for the adopted approaches with consideration given to staffing and delivery resources, and effective mechanisms are in place to integrate, manage and measure impact;
- To consider public awareness campaigns which the Council may wish to deliver to achieve its ambitions; and
- To report on progress to the Strategic Policy and Resources Committee on a regular basis through reports and minutes of meetings.

### **Strategic Cemeteries and Crematorium Development Working Group**

To support cemetery and crematorium development and improvement of bereavement services for Belfast through:

- consideration of evidence/reports in order to advise on issues and inform options around future provision;
- providing strategic direction and input into the city's framework for cemetery and crematorium development;
- making recommendations to the relevant Committee regarding cemetery and crematorium development; and
- acting as a communication channel to Party Groups and to other Councillors in general and ensure that the facts of issues around cemetery and crematorium development are fully understood.

### **Reference Group on Older People**

- To provide political direction and input to the development of the city planning process for improving the health, wellbeing and independence of older people within Belfast
- Maximise the impact the Council can have in working with key stakeholders through the Healthy Ageing Strategic Partnership to meet the needs of older people in Belfast
- Provide political legitimacy to advocate, lobby and challenge on policy issues which directly impact on older people's quality of life.
- Direct the work of the officer group in improving and joining up council services for older people.

### **Area Working Groups**

#### **1. Purpose of the Area Working Groups**

- 1.1. Neighbourhood regeneration is a key priority for the council. We aim to create integrated and sustainable improvements to neighbourhoods where everyone benefits from inclusive growth and their quality of life is improved. Working with

members, we will seek to influence the effective use of resources to build community capacity with and across local neighbourhoods to support the delivery of our Corporate Plan, aligned to the implementation of the Belfast Agenda.

1.2. The purpose of the Area Working Group is therefore:

*To enable and ensure that the socio-economic conditions and needs of local people, areas and communities are given due consideration with respect to the delivery of our plans, services and projects.*

## **2. Roles and responsibilities**

2.1. The overarching role of the Area Working Groups is to act as “place shapers” and local area advocates in order to identify and prioritise issues and opportunities to address local needs, with the aim of improving the quality of local people’s lives. They will also consider how the City Centre integrates with neighbourhoods and communities, and vice versa, to ensure growth is optimised and inclusive across the City.

2.2. It will be our aim to engage with, influence and support partnership working, both geographically and thematically. Through the identification and engagement of relevant partners, the Area Working Group will seek to gain support to work together to develop and implement collaborative interventions.

2.3. The Area Working Groups will consult, engage and advocate on behalf of their respective quadrant to:

- Collectively identify and prioritise local needs, as well as support and enhance effective area-based regeneration;
- Take an evidence-based approach to providing advice to inform and enhance the delivery of services, projects and plans;
- Consider the local dimension of key strategic plans and projects such as the Belfast Agenda, leisure transformation, cultural strategy, tourism etc;
- Consider area-based issues as referred by relevant Council committees;
- Participate in and facilitate community engagement and communications activities associated with their catchment area;
- Act as community advocates to identify and address local needs and support effective ‘place-shaping’
- Promote local area knowledge and understanding;
- Build trust and strengthen relationships with external agencies, residents, community representatives, partnerships and the wider communities to deliver improved Council services.

## **3. Members**

3.1. The Area Working Groups are convened by Belfast City Council to which all Councillors elected to the following district electoral areas are invited.

| Area Working Group | District Electoral Areas            |
|--------------------|-------------------------------------|
| North              | Castle and Oldpark                  |
| South              | Balmoral and Botanic                |
| East               | Lisnasharragh, Ormiston and Titanic |
| West               | Blackmountain, Collin and Court     |